

## Pearson Inform



Pearson Inform is the platform that houses most of our district-wide and state level student assessment data.

### Benefits:

- Access a variety of student information in one location.
- Easy/intuitive to use and available from any Internet accessible computer.
- View data in a variety of meaningful ways:
  - Graphs
  - Excel files
  - Tables
  - View multiple tests side-by-side
- Specify which students to view:
  - Individual students
  - Your students
  - Specific grade level
  - The whole school
  - The whole district
  - Students scoring at certain levels
  - Groups such as Spec. Ed., Title I, ESL, Gifted, genders, etc.
- We can look at student data with remarkable specificity to inform instruction/curriculum.

### Some Ideas for Uses:

- Look at specific sub-strands for assessments to find out exactly where students are weak on a particular test in order to target those specific skills.
- View students scoring below a certain level to identify individual students who may need additional assistance.
- Create lists of students by score level to assist with forming pull-out groups such as mini-math, reading circles, etc.
- Print out a student's assessment scores and/or graphs to bring to a team meeting or parent conference.
- See trends in student assessment performance over time to identify overall needs for groups of students.
- Compare multiple assessments covering similar skills (such as reading) to see how students perform on different tests.
- Use as a focus activity for a team meeting or staff meeting to brainstorm about assessment data results.
- Incorporate assessment results in planning for future programming and curriculum revisions.

## How-To Login:

Go to <http://mansfieldct.org/inform> and login.

**Registered User - Log In**

Username:

Password:

Log In

Email my password

(It is the same as your school computer username & password.)

## Helpful Tips:

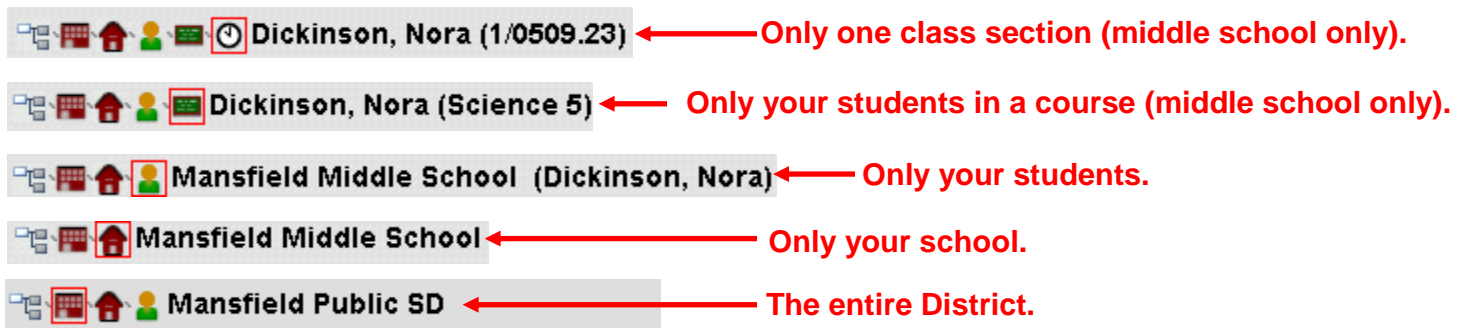
- Make sure **pearsoninform.com** is an exception for your pop-up blocker.
- Try Adobe Reader on your computer to make sure it works.
- Use Internet Explorer or Firefox preferably.
- If you see the warning message below, click the “extend” button.

Due to inactivity, your session will expire in **00:03:43**. To extend your session another 30 minute(s), please press the *Extend* button. **Extend**

- Connect with your colleagues in your building as they may already be familiar with the task that you are looking to complete.
- See your building and district curriculum and subject-area specialists for questions about particular assessments.
- This packet provides step-by-step directions for using common features, but we also have a support e-mail address ([inform@mansfieldct.org](mailto:inform@mansfieldct.org)) if you have further questions. We will also provide ongoing professional development as well.
- This product requires the free Adobe Flash (<http://get.adobe.com/flashplayer/>) plug-in that is already installed on most computers.
- Do not click the back button on your browser; just use the menus and links in Inform.

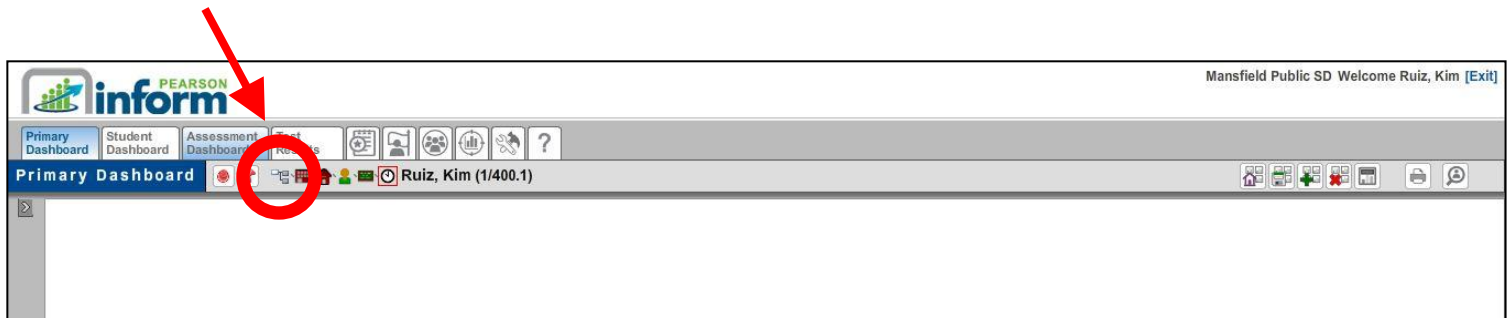
## Picking a Context

The title bar (examples below) shows the “context”. The context is the group of students you will view. The possible contexts include:

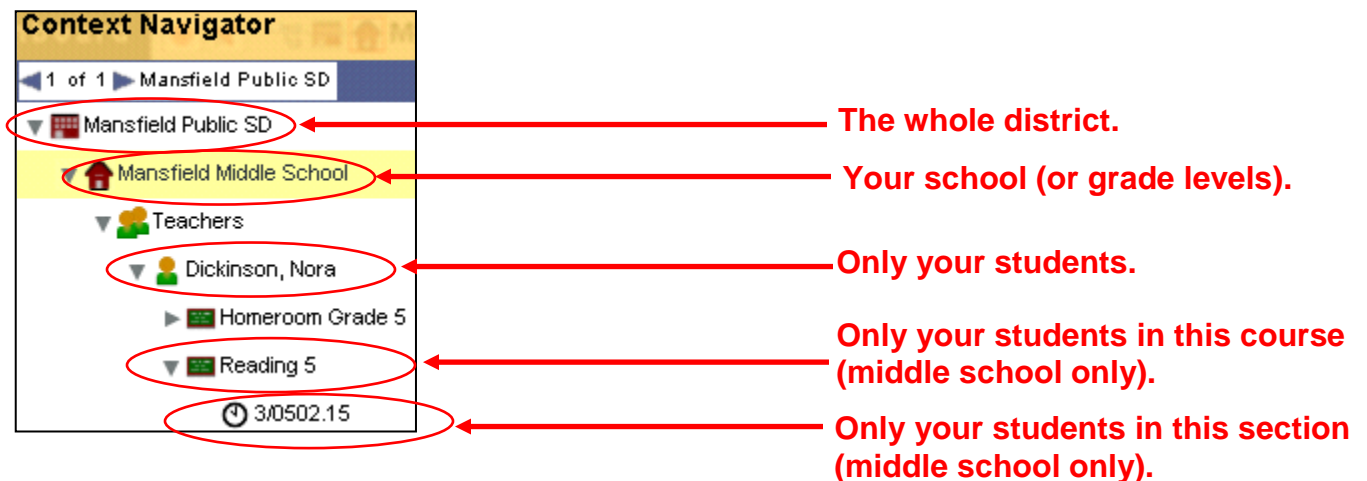


Later in this packet, you'll learn how to view particular groups such as Title I, Special Education, Gifted & Talented, ELL, genders, ethnicities, and primary languages.

1. Click on the context icon:



2. Double-click on the desired context:



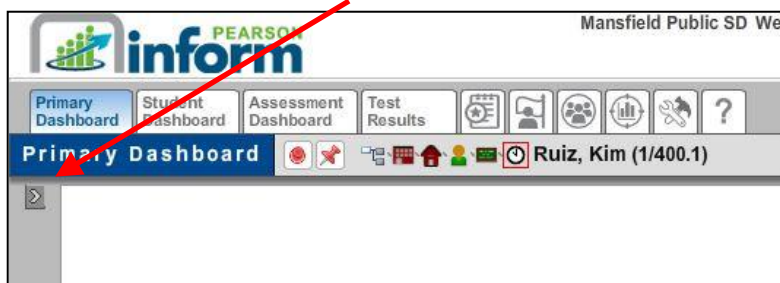
3. You can click on the context icon (step 1) again to change the context at anytime.

## View Assessment Data as a Graph

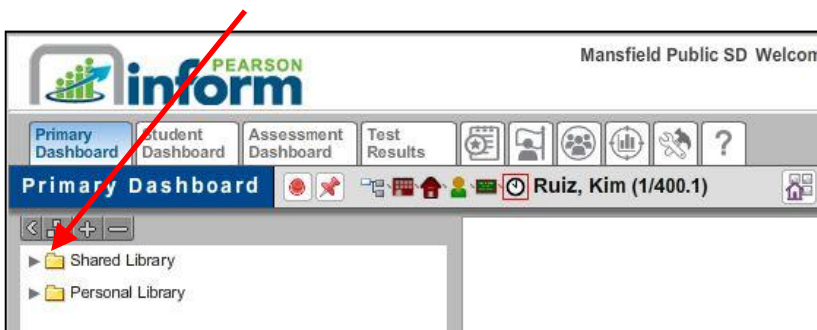
1. Make sure the first tab is highlighted in blue. This is the “Primary Dashboard”. If it is not blue, click on it to pick it. The Primary Dashboard allows you to query assessment data.



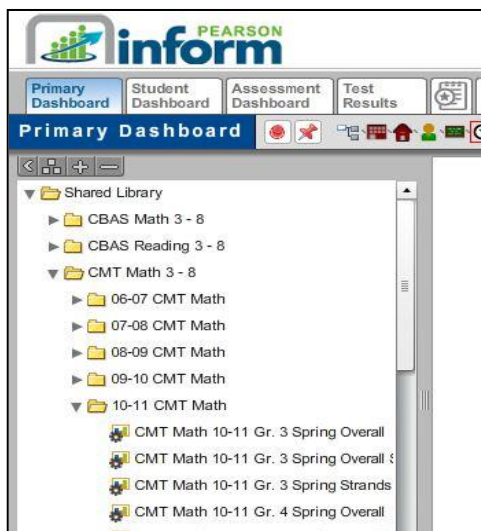
2. Click on the expand icon to access the assessment folders:



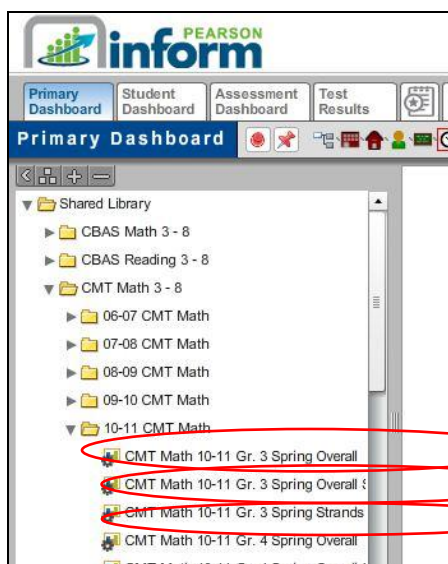
3. Click on the triangle next to “Shared Library” to see all the folders within the Shared Library:



4. Use the triangles to expand folders to pick an assessment to view (example below):




Click once on an assessment report to view the data for that test, year, grade, & season:

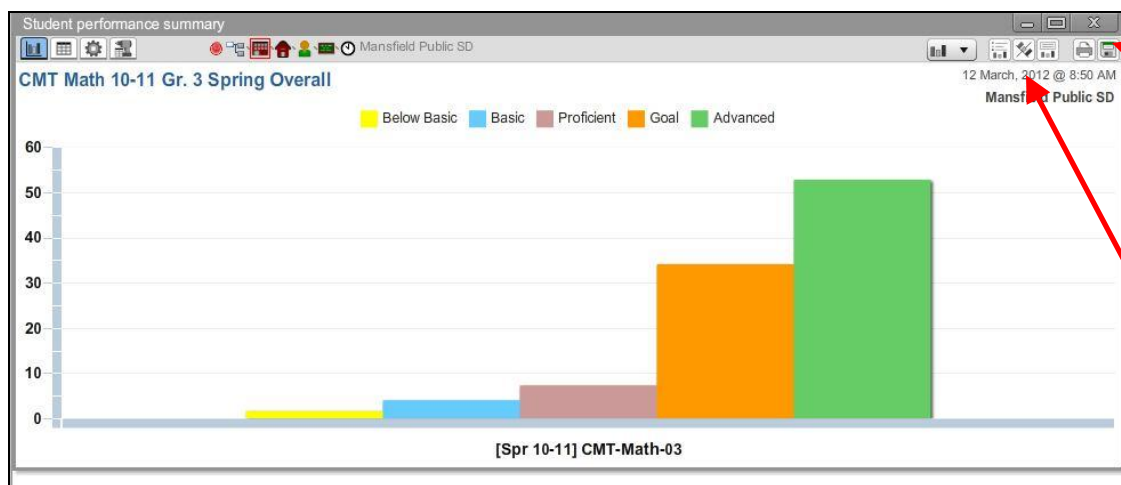


Click once to view overall scores (1 score per student).

Click once to view a score distribution graph (1 score per student).

Click once to view strand scores (1 score per content strand per student).

5. Below is a sample. Click on the  icon on the far left of your screen for max space.

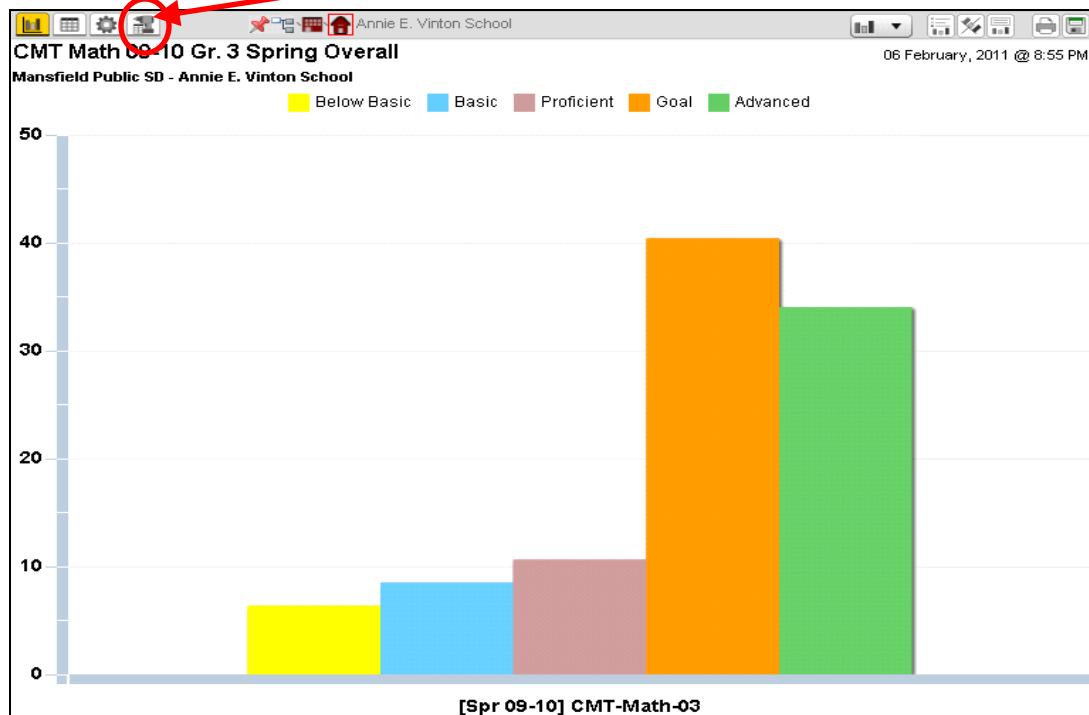


Click the printer icon to save as a pdf or print a paper copy.

Change the "look" of the graph with these buttons.

## View Assessment Data as a Table

1. Click the drilldown icon to view a graph as a table:



2. Below is a sample table:

Click to move between pages.

Click to open in Excel.

Click the printer icon to save as a pdf or print.

The screenshot shows a web application interface for 'CMT Math 09-10 Gr. 3 Spring Overall' data from 'Mansfield Public SD - Annie E. Vinton School'. The table displays student assessment data. The top toolbar contains several icons, with a red arrow pointing to the 'Open in Excel' icon (a green square with a white 'X'). Another red arrow points to the 'Print' icon (a printer icon). A third red arrow points to the 'Records Per Page' dropdown menu, which is set to 25. The table has the following columns: Stud..., Name, G., School (Current), Scal..., Raw Sc..., L..., #..., Category, and Proficienc... The table contains 7 rows of data, with the first row highlighted in yellow.

| Stud... | Name | G. | School (Current)       | Scal... | Raw Sc... | L... | #... | Category                | Proficienc... |
|---------|------|----|------------------------|---------|-----------|------|------|-------------------------|---------------|
| 1 5198  |      | 4  | Annie E. Vinton School | 282     | 98.0      | 4    | 18   | [Spr 09-10] CMT-Math-03 | Goal          |
| 2 5213  |      | 4  | Annie E. Vinton School | 282     | 98.0      | 4    | 17   | [Spr 09-10] CMT-Math-03 | Goal          |
| 3 5215  |      | 4  | Annie E. Vinton School | 256     | 93.0      | 4    | 17   | [Spr 09-10] CMT-Math-03 | Goal          |
| 4 5218  |      | 4  | Annie E. Vinton School | 378     | 105.0     | 5    | 18   | [Spr 09-10] CMT-Math-03 | Advanced      |
| 5 5224  |      | 4  | Annie E. Vinton School | 175     | 62.0      | 1    | 8    | [Spr 09-10] CMT-Math-03 | Below Basic   |
| 6 5232  |      | 4  | Annie E. Vinton School | 196     | 72.0      | 2    | 11   | [Spr 09-10] CMT-Math-03 | Basic         |
| 7 5234  |      | 4  | Annie E. Vinton School | 210     | 78.0      | 3    | 15   | [Spr 09-10] CMT-Math-03 | Proficient    |

Scroll bar.

You can click on **any** of the column headings to re-sort by that column.

- Student Number
- Name
- Grade
- School
- Score Columns
- Proficiency Level (note that these are also in colors)

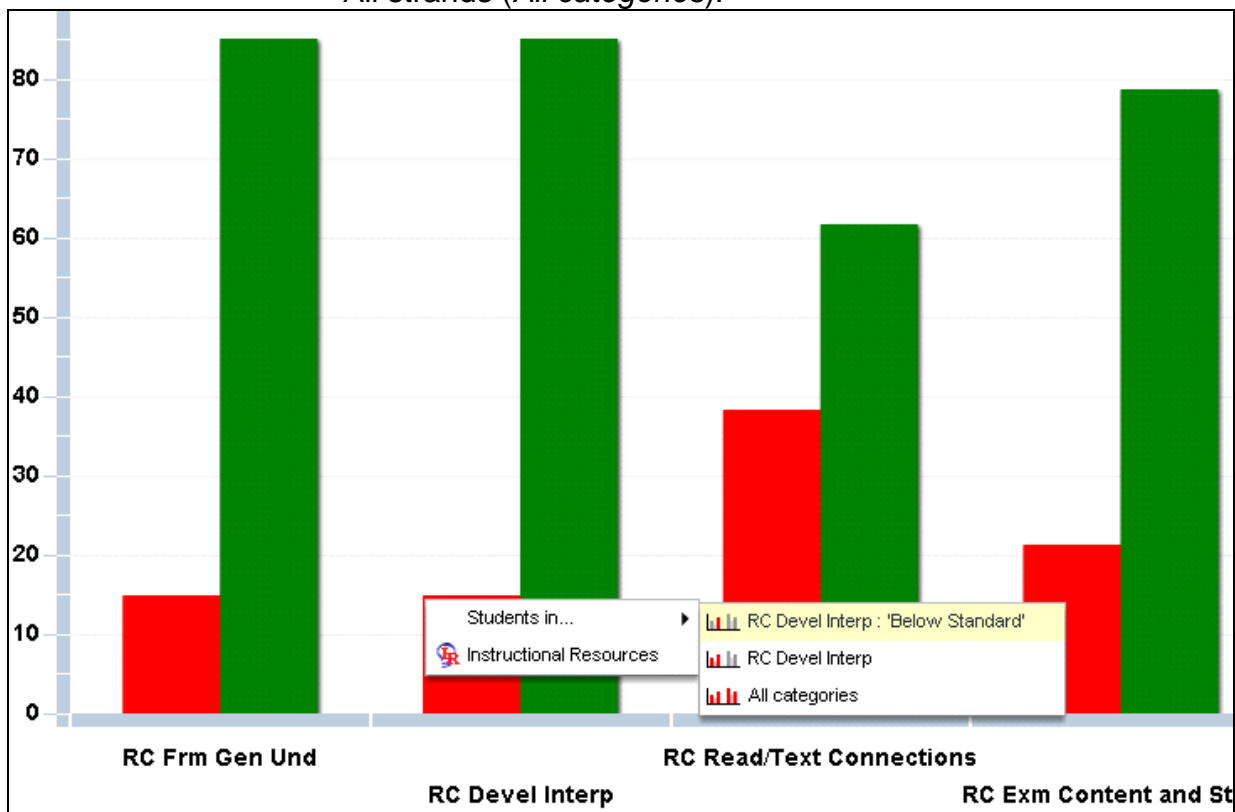
3. Click on a specific bar in the graph to drill down to a table with only a subset of students.

1) Left-click on a bar (the example below clicks on the “Below Standard” bar for a particular CMT Reading Strand).

2) Left-click on “*Students in....*”

3) Left-click on one of the 3 choices:

- Only the students with that level (*below standard* in the example below).
- All students for that particular strand.
- All strands (*All categories*).



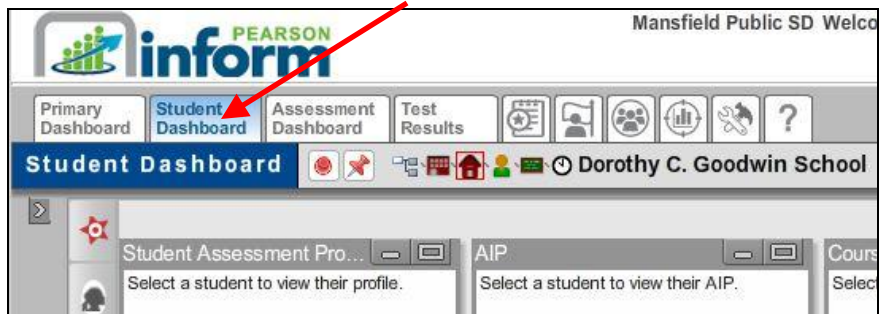
Resulting table from selecting “Below Standard” in the example above:

|    | Student... | Name              | Gr... | School (Current)            |  | Raw |
|----|------------|-------------------|-------|-----------------------------|--|-----|
| 1  | 5345       | DeBrincat, Aida   | 4     | Annie E. Vinton School      |  | 5.0 |
| 2  | 5182       | Dorgan, Agegne    | 4     | Dorothy C. Goodwin School   |  | 4.0 |
| 3  | 5280       | Dupuis, Trevor    | 4     | Annie E. Vinton School      |  | 2.0 |
| 4  | 5093       | Hill, Allyson Mar | 4     | Dorothy C. Goodwin School   |  | 5.0 |
| 5  | 5232       | Loukas, Antonio   | 4     | Annie E. Vinton School      |  | 5.0 |
| 6  | 5234       | Mitchell, James   | 4     | Annie E. Vinton School      |  | 5.0 |
| 7  | 5682       | Newton, Oscar     | 4     | Annie E. Vinton School      |  | 4.0 |
| 8  | 5027       | Nilson, Tyler Da  | 3     | Dorothy C. Goodwin School   |  | 3.0 |
| 9  | 5592       | Quick, Joshua V   | 4     | Southeast Elementary School |  | 5.0 |
| 10 | 5265       | Quirk, Corrine H  | 4     | Annie E. Vinton School      |  | 5.0 |
| 11 | 5224       | Watrous, Shael    | 4     | Annie E. Vinton School      |  | 3.0 |



## View Assessment Data for an Individual Student

1. Click on the second tab (Student Dashboard):



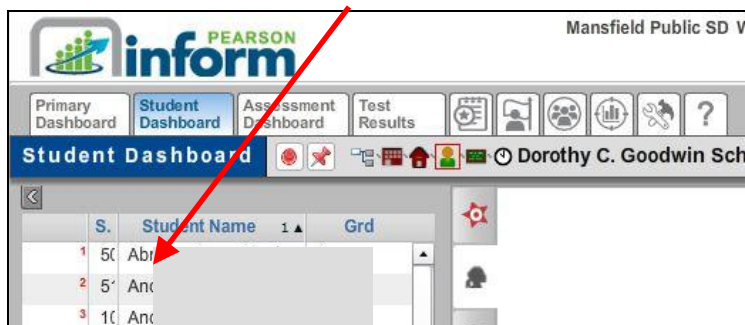
2. Click on the button shown below (Student Assessment Profile View):




3. Click on the expand icon to see a list of your students:



4. Click on a student's name to see her/his assessment data.

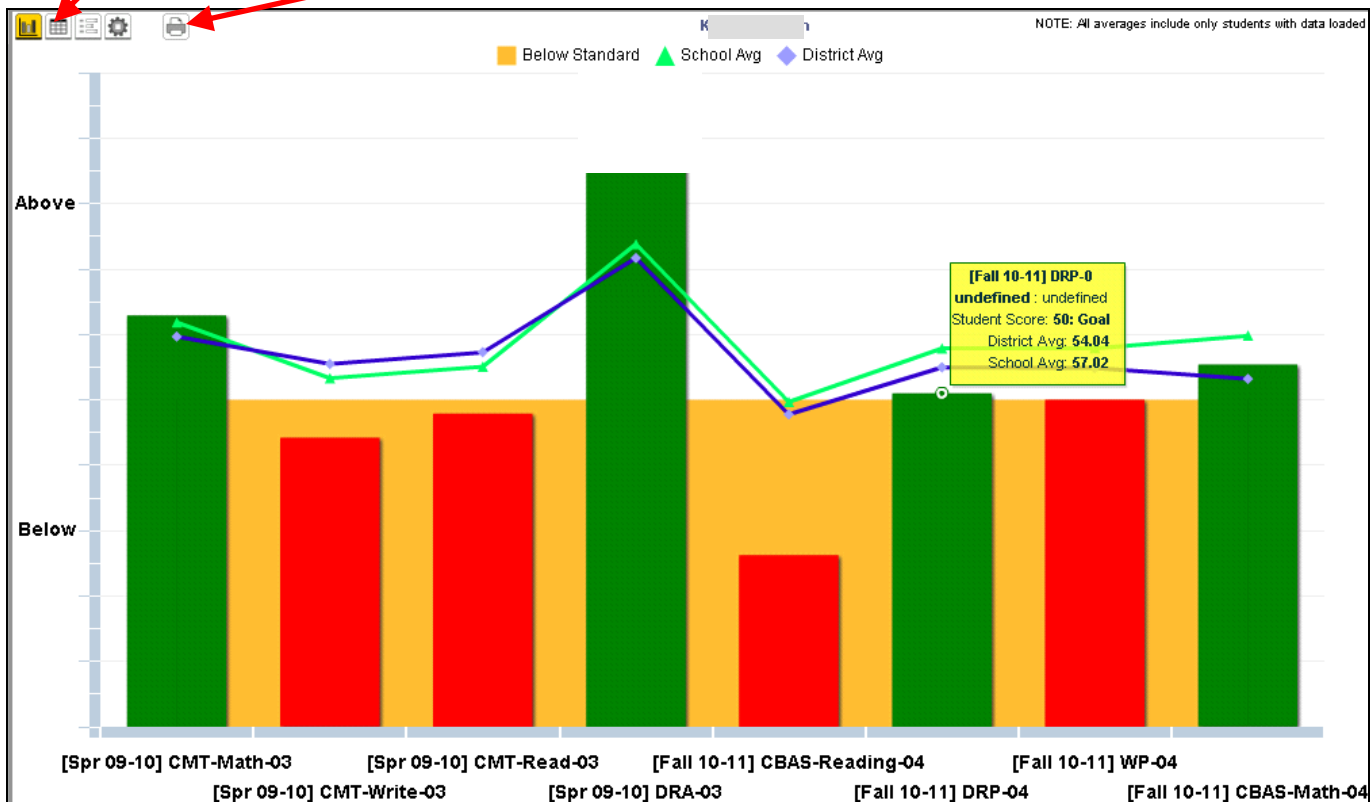


Click on the  icon on the far left of your screen for max space after clicking a student.




5. Below is a sample student's data.

- The orange-yellow background color shows the below standard score area.
- Green bars represent above standard scores.
- Red bars represent below standard scores.
- The line graph shows the school's average and the district's average.
- Place your mouse over a bar and a yellow box appears with numeric data.
- Click on the table icon to view all of the data as a table of numbers.
- Click on the printer icon to save as a pdf and/or print onto paper.



Below is the result when you click on the “table” icon:

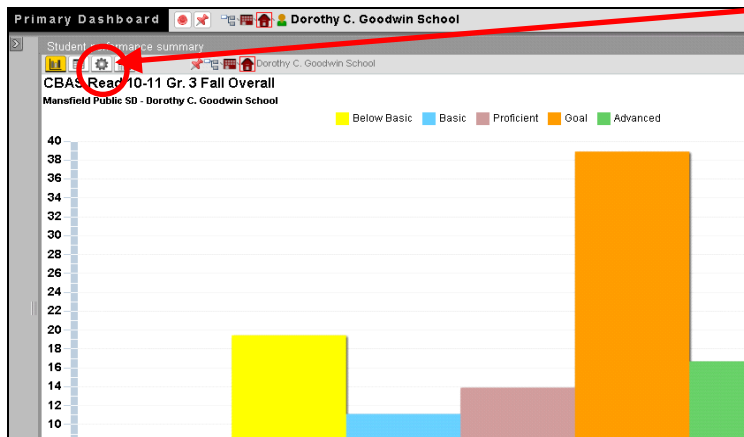
|   | Assessment      | Session | Year  | Student S... | School Av... | District A... | Proficiency  | Gr... | School                    |
|---|-----------------|---------|-------|--------------|--------------|---------------|--------------|-------|---------------------------|
| 1 | CMT-Math-03     | Spr     | 09-10 | 282          | 278.63       | 271.76        | Goal         | 3     | Dorothy C. Goodwin School |
| 2 | CMT-Write-03    | Spr     | 09-10 | 227          | 249.72       | 256.6         | Proficient   | 3     | Dorothy C. Goodwin School |
| 3 | CMT-Read-03     | Spr     | 09-10 | 230          | 247.02       | 252.75        | Proficient   | 3     | Dorothy C. Goodwin School |
| 4 | DRA-03          | Spr     | 09-10 | 40           | 36.86        | 36.59         | Mastered     | 4     | Dorothy C. Goodwin School |
| 5 | CBAS-Reading-04 | Fall    | 10-11 | 55.56        | 78.69        | 76.81         | Below Basic  | 4     | Dorothy C. Goodwin School |
| 6 | DRP-04          | Fall    | 10-11 | 50           | 57.02        | 54.04         | Goal         | 4     | Dorothy C. Goodwin School |
| 7 | WP-04           | Fall    | 10-11 | 7            | 7.78         | 7.48          | Not Mastered | 4     | Dorothy C. Goodwin School |
| 8 | CBAS-Math-04    | Fall    | 10-11 | 81.25        | 83.12        | 80.34         | Goal         | 4     | Dorothy C. Goodwin School |

6. You can manually search for any student in your school by clicking on the  icon in the upper right of your screen.

## Advanced Options

*These definitely take some practice to get used to; we'll be offering further professional development on these. The best way to start is simply to look at the graphs already available to you and see what advanced options they included.*

1. When viewing any graph or table, click on the Query Control icon (looks like gears):



2. Use the options below to change the graph. When done, click on “**Create Report**”. If you make invalid choices, it won't display.
  - **Base Query:** Different types of graphs. Not all graphs will work for our District.
  - **Subject:** Choose “All Subjects” so you can manually pick assessment(s).
  - **Year:** Choose “All Years” so you can manually pick assessment(s).
  - **Proficiency Profile:** Above / below standard or by levels (this takes some practice because only certain tests allow certain options).
  - **Assessments:** Click “Get Assessments” button to see available assessments given the above limiting choices. Put a check next to the one(s) you want.
  - **Concepts:** If an assessment has sub-scores, you can specify them here. ***This is especially helpful to only view a few sub-scores to make for a cleaner graph.***
  - **Disaggregator:** Title I, Special Education, Gifted & Talented, ELL, genders, ethnicities, and primary languages.

**Base Query:** [01] Student performance summary

**Test Parameters**

Subject: <ALL SUBJECTS>

Year: 10-11

**Student Group Parameters**

Enrollment: Currently Enrolled

By Class: ☐

By Course: ☐

Target Group: <NONE>

☐ Include students not tested

**Proficiency Profile**

District 5-Band

☐ Display results by Above / Below Standard

☒ Display results by Proficiency Levels

**Disaggregator**

Display: <NONE>

Filter: <NONE>

**Assessments**

Get Assessments

CBAS-Math

CBAS-Read

☒ [Fall 10-11] CBAS-Reading-03

☒ [Fall 10-11] CBAS-Reading-04

☐ Literacy-2

**Learning Standards**

Standards Tier: Concepts

☐ Include test scores

| Concept  | Selected                            |
|--|-------------------------------------|
| GLE3-A2: Identify or infer main idea and supporting details        | <input checked="" type="checkbox"/> |
| GLE3-A3: Select and cite relevant textual details                  | <input checked="" type="checkbox"/> |
| GLE3-B1: Identify or infer main idea and supporting details        | <input checked="" type="checkbox"/> |
| GLE3-B3: Use stated and inferred main ideas and supporting details | <input checked="" type="checkbox"/> |
| GLE3-D1: Analyze and evaluate the text                             | <input checked="" type="checkbox"/> |
| GLE3-D3: Demonstrate understanding of the text                     | <input checked="" type="checkbox"/> |
| GLE4-A2: Identify or infer main idea and supporting details        | <input checked="" type="checkbox"/> |
| GLE4-A3: Select and cite relevant textual details                  | <input checked="" type="checkbox"/> |
| GLE4-A5: Use context to determine the meaning of words and phrases | <input checked="" type="checkbox"/> |
| GLE4-B1: Identify or infer main idea and supporting details        | <input checked="" type="checkbox"/> |
| GLE4-B3: Use stated and inferred main ideas and supporting details | <input checked="" type="checkbox"/> |
| GLE4-D3: Demonstrate understanding of the text                     | <input checked="" type="checkbox"/> |

**Create Report**